

CITY OF SANTA MONICA LIBRARY BOARD



Minutes of the SPECIAL Meeting of June 1, 2017 To Be Approved

Call to Order	A SPECIAL meeting of the Santa Monica Library Board was called to order by Chair, Marc Morgenstern, at 7:01 p.m., Thursday, June 1, 2017 at the Community Room, Montana Branch Library, 1704 Montana Ave., Santa Monica.	
Roll Call	PRESENT:	Boardmember Victor Davich, Chair Marc Morgenstern, and Vice Chair Bryce Snell
	ABSENT:	Boardmember Lucien Plauzoles and Boardmember Kathleen Sheldon
	ALSO PRESENT:	Patty Wong, Director of Library Services; Stephanie Archer, Montana Branch Manager; Paula Kayton, community member; Bill Parent, Social Services Commission; and Rachel Foyt, Senior Administrative Analyst
Public Input	Paula Kayton, community member spoke to the Board about how much she enjoys the Santa Monica Public Library.	
	Bill Parent from the Social Services Commission spoke to the Board about his interest in convening a citizen's task force on homelessness.	
Approval of the Library Board Minutes	Motion by Vice Chair Bryce Snell, seconded by Boardmember Victor Davich to approve the minutes of the Library Board meeting of May 4, 2017. The motion was approved by the following vote:	
	AYES: Boardmember Victor Davich, Chairperson Marc Morgenstern, and Vice Chair Bryce Snell	
	NOES: None	
	ABSTAINING: None	
	ABSENT: Boardmember Lucien Plauzoles and Boardmember Kathleen Sheldon	
Secretary's Report Library Budget Update	Patty Wong, Director of Library Services reported to the Board that the Library presented the budget for FY 2017-2019 at the May 24, 2017 City Council Study Session. At the behest of City Council Library staff will prepare a report considering additional services including more hours, at the branch libraries. The study will articulate a host of options for consideration and recommendations.	

Library Services and Programs	<p>June marks the beginning of the Summer Reading Program, which focuses on enhancing the reading experience of all community members through programming and services.</p> <p>The Library instituted 15-minute express computers for quick internet access and printing. The user will not need to register or reserve the computer. The program will pilot at the Main Library.</p> <p>Library staff drafted a comprehensive list of outstanding and wish-list projects for both the Main and Branch libraries. Staff will begin prioritizing and working with City Architecture to analyze opportunities including long-term maintenance and infrastructure needs and costs.</p>
Library Staffing	<p>The Fairview Branch Manager position is vacant. An interim Manager will be selected and serve from three to six months until the position is filled.</p> <p>Also vacant is the Principal Librarian position responsible for Reference and Circulation.</p>
Library Partners and Allies	<p>A group of Friends leadership and Library staff met with the Palos Verdes Library District Friends and Library leadership for ideas on diversification of fundraising and organizational development.</p> <p>A kickoff brunch will be held on June 11 for the Foundation Boardmembers.</p>
Library Facilities and Equipment	<p>The automated handling system at the Pico Branch is scheduled for replacement in Fall 2017. The system is under warranty.</p> <p>Library staff will be launching a Library card campaign.</p>
Update on Library Security and Safety	<p>The Library has eight active stay away orders and three bans. The Library Service Officers are meeting regularly with the Neighborhood Resource Officers.</p>
Report on Programs and Services of the Montana Ave. Branch Library	<p>Stephanie Archer, Montana Branch Manager reported on programs and services of the Montana Ave. Branch Library. Ms. Archer introduced the Montana Branch staff to the Board and discussed the visitor and circulation statistics.</p>
Review of the Brown Act Guidelines and Recommendation From the City Attorney to Use Library Boardmembers smgov.net Email Addresses	<p>Staff distributed the latest League of Cities Brown Act training to the Board. At the recent new board and commission members orientation there was a reemphasis on boardmembers using their smgov.net email account. Board discussion followed.</p>
15 Minute Internet Stations a New Service at the Main Library	<p>Staff distributed copies of the language posted at the 15-minute express computers for quick internet access and printing.</p>

Board discussion followed.

**Discussion of a
Library Board
Retreat**

The Board discussed holding a Library Board retreat. The retreat would allow the Board some time for planning and reflection. This could be the time to address Board development questions and integrate new Library Boardmembers.

The Board will discuss the retreat at a future Board meeting.

**Board Discussion
of Nationwide
Current Library
Trends and Review
of Library Journal
Articles**

Chair Marc Morgenstern reported that he has read articles about how many libraries are now removing late fees for children.

**Reports from
Library
Boardmembers on
Their Attendance at
Library Programs
or on Feedback
From the
Community**

Boardmembers discussed the Library programs they attended.

**What Are You
Reading?**

The Board shared the books they are reading.

**Tour of the
Montana Ave.
Branch Library**

The Library Board toured the Montana Branch.

**Agenda Building
for the Next
Meeting**

Chair Marc Morgenstern will poll the Board regarding the July Library Board meeting date.

Adjournment

On the order of the Chair, Marc Morgenstern, the meeting was adjourned at 8:43 p.m.

Attest:

Approved:

Patricia Wong
Director of Library Services

Marc Morgenstern
Library Board Chair

This document is available in alternate format upon request. The Santa Monica Public Library is wheelchair accessible. For special disability accommodations contact Library Administration at (310) 458-8606 at least 3 days prior to the scheduled meeting.